

**MINUTES**

**Recreation Commission**

**City of Willoughby Hills**

November 2, 2016

CALL TO ORDER: 7:01 pm  
PRESENT: Joseph Jarmuszkiewicz, Vice-Chairman; Jeanne Kaston, Jim Walsh, Sandy Grubiss  
ABSENT: Lynn Hallum, Chairman; Dan Philipp, Kristina Zeleznik, Dee Germano  
ALSO PRESENT: Denise Edwards, Rec Coordinator; Mayor Representative; Gloria Majeski, Theresa Baptie; Clerk

\*Before the meeting Gloria Majeski as representative of Mayor Weger presented Jeanette Nelson & Hayden Pasko with Appreciation Proclamations and Memorative Coins.

**DISPOSITION OF MINUTES OF October 5, 2016**

**MOTION:** Jim Walsh moved that the Commission approve the minutes  
Seconded by Jeanne Kaston  
Roll call vote: Ayes unanimous w/ 1 abstention  
**Motion passes 3/0**

\*Due to a misunderstanding Sandy Grubiss voted Aye on the approval of the minutes, per her wish her vote was changed to an abstention after the meeting, to be voted on at the 12/7/2016 meeting.

**CORRESPONDENCE**

10-6-2016 Email from Denise Edwards RE: 2016 Application for Sanctioned Group Use of the Willoughby Hills Community Center  
10-6-2016 Email from Denise Edwards RE: Recreation Commission – Sanctioning  
10-11-2016 Email from Denise Edwards RE: WHBL FREE Baseball Clinic Open House  
10-13-2016 Email from Denise Edwards RE: Willoughby Hills Breakfast with Santa  
10-13-2016 Email from Denise Edwards RE: Willoughby Hills Winter Fest Meeting  
10-14-2016 Email from Denise Edwards RE: Craft Show Follow Up  
10-18-2016 Email from Denise Edwards RE: Friendly Reminder: WHBL FREE Baseball Clinic Open House  
10-19-2016 Email from Denise Edwards RE: Field and Concession Stand Meeting  
10-19-2016 Email from Denise Edwards RE: Halloween Party  
10-24-2016 Email from Denise Edwards RE: Willoughby Hills Winter Fest Meeting Reminder  
10-24-2016 Email from Denise Edwards RE: Willoughby Hills 2017 Eggstravaganza Meeting  
10-25-2016 Email from Denise Edwards RE: Willoughby Hills Winter Fest Meeting  
10-25-2016 Email from Denise Edwards RE: Willoughby Hills Winter Fest Meeting Minutes 10/24/16

10-25-2016 Email from Denise Edwards RE: Willoughby Hills Winter Fest Meeting Minutes 10/24/16  
10-27-2016 Email from Denise Edwards RE: 2016 Craft Show Recap  
10-28-2016 Email from Denise Edwards RE: Halloween Recap – NOT FINAL  
10-31-2016 Email from Denise Edwards RE: October Community Center Reports  
10-31-2016 Email from Denise Edwards RE: Nature Works Grant Approval for Campbell Park Tennis Courts Revitalization  
10-31-2016 Email from Denise Edwards RE: Nature Works Grant Approval for Campbell Park Tennis Courts Revitalization  
10-31-2016 Email from Gloria Majeski RE: Nature Works Grant Approval for Campbell Park Tennis Courts Revitalization  
11-2-2016 Email from Denise Edwards RE: Revised – Fall Craft Show Recap  
11-2-2016 Email from Denise Edwards RE: 2016 Application for Sanctioned Group Use of the Willoughby Hills Community Center  
11-2-2016 Email from Gloria Majeski RE: Meeting Minutes from Last Night's Concession Stand/Roemisch Meeting  
11-2-2016 Email from Denise Edwards RE: 2016 Application for Sanctioned Group Use of the Willoughby Hills Community Center  
11-2-2016 Frank Brichacek RE: Fund 460 Financial Reports – October 2016

- Community Center Usage - received from Denise Edwards 10/31/2016
- Rec Reports - received from Denise Edwards 10/31/2016
- 460 Report - received from Frank Brichacek 11/2/2016

**COUNCIL REPRESENTATIVE'S REPORT** None. Joe and Denise suggested we send an email to Lynn Hallum requesting that she send a communication to Council about sending a representative to Recreation meetings.

## **RECREATION REPORT**

**Sports Programs: Basketball** registration is still going on thru till the end of the week, quite a few have signed up but there is still room for more. **Baseball** registration has begun. A note from Jeff Ross; they are offering free indoor instruction and practice time to any who signs up Mighty Might level and up, it will start late January/early February, to be held at Dug Out Sports Facility in Eastlake.

**Art Gallery Reception** this Friday the 4<sup>th</sup> 7-9 pm, Dress the Walls in Paint and Pixels. John Davis painter, Bill Pappas photographer and Lee Tobin are presenting. **Unity Day** Recap; expenses \$2324.28, income \$135.00 from the Candy Corner Booth and game ticket sales. Since the \$3000.00 was taken from Recreation Fund into the 280 for this event \$810.72 that's left will go into the 460 Fund. Denise did not get a chance to speak with Tom Lobe yet RE: Public Purpose for next year. Unity Day next year will be Saturday, September 9<sup>th</sup>, due to budget restraints won't be able to take the \$3000 out so Recreation members need to decide whether going to use the fundraising methods used last year and go ahead and take the \$3000, move it again this year from Pancake Breakfast & Spring Craft Show so we can go ahead with the event. **Craft Show** Final report; 85 vendor spots sold \$3525, vendors raffle \$329, expenses were advertising/signs re-vised/supplies & favors \$284.41. Frank will move 3569.59 total to the 460 Fund. It was a great day and as usual we had great volunteers.

**Halloween Party** is not yet closed due to everything being reduced right now, we have room left in our budget. Please share information of any sales you may know of. Selfie Station this year instead of photos and Mystery Judges who walked around viewing the costume then met in private to determine winners.

**Budget = \$1,500.00**

**TOTALS:** 137 Children

**WH Attendees:** 32 WH Families out of 71, 57 WH Children

**\*\*\*THE HALLOWEEN HAUNTED HAYRIDE WAS CANCELLED DUE TO WEATHER**

**Special thank you to:**

**Volunteers:** Mayor Weger, Frank & Mary Cihula, Florine O'Ryan, Debra Bryda, Joe Jarmus, Dan Philipp

**\*\*\*Special thank you to Jeanne and Brian Kaston for spending most of the week with me helping to prepare the event and running it. Kyle was on vacation**

**Volunteer groups:** Willoughby South Key Club, Villa Angela-St. Joseph students

**Assisting:** Willoughby Hills Fire Department

There were games, candy, contests, Donuts and Apple Juice, Face Painting  
Prizes of pumpkin decorating kits and decorations made by Jessica Philipp

**Candy corn count Winner:** guessed 442, actual count was 444 - Kaleb Cottrell

**Pie Eating Contest Winner:** Dallas Ware

**Coloring contest winners:**

4 & Under - Nakita Stoneking

5-6 - Demetrius

7-9 - Stacy Hallum

10-12 - Samantha Roberts

**Costume Contest**

Cutest - Savannah Ware - Flower

Scariest - Isaiah

Funniest - The Thing Family

Most Original - Odessa Snyder - Alexander Doll in a box

**EXPENSES - \$589.15**

Candy, apple juice, gift cards = \$384.15

Pizza for volunteers = \$55.00

Donuts from Giant Eagle = \$150.00

**INCOME - \$0** (No longer do pictures)

**Winterfest** is Sunday December 4<sup>th</sup> @ 5-7 pm. New this year the advertisement is going to be a coloring contest, donation of new unwrapped toy/gift- gets a raffle ticket, same night drawing winner gets basket that we are working on donations for. Will have the cookie decoration station, pictures w/ Santa, inflatables thru the Fire Department, Jeff Fruscella (Joe's neighbor) is bring his portable putt-putt golf

station. Flyers go out soon.

**Breakfast with Santa** Started taking reservations (forms on website and @ Community Center), ends December 2<sup>nd</sup>. Takes place December 10<sup>th</sup>, 8:30-11:45. Santa Shop-everything \$2, Bob Evans is holding the same price for the batter as last year.

**COMMUNITY CENTER REPORT** For October \$6,680.00, last year \$5,717.50, so far this year we are at \$59,434.50, last year \$58,249.00. November & December every weekend is booked.

**Other None**

**460 FUND** The Unencumbranced Balance for October is \$42,237.09.

**UNFINISHED BUSINESS** Joe reported during the Recreation Report that they did have a small Roemisch Meeting, a plan will be formulized by the next meeting.

Did get the grant for the tennis courts, original quote was for \$24,000, we have already put the \$3000 aside. We are responsible for 25% so we will do another \$3000, will be getting \$18, 187, waiting for details. Appreciated all the help, Kyle and Gloria to mention a few.

**NEW BUSINESS:**

**2017 Sanctioning- Renewals:**

AFS NE OH/Lake County Chapter  
Pulmonary Support Group  
Willoughby Hills Boys League

**2017 Sanctioning- New**

Lions of Ohio, District OH4 - **Tabled**  
Western Reserve Junior Service League – **Tabled**

*\*Tabled: Sanction requires actual service to the community from the group or organization applying, to provide a direct involvement w/ our functions. We're looking at a group effort of contributions & Volunteerism in direct support of our programs not of the community in general. If the organization becomes part of our programs and help out w/ community events we sponsor then we can re-look at them in the future. We are looking at the same requirements from each group, that they have some sort of group commitment to our activities and programs. Denise will send emails explaining such.*

**MOTION:** Jim Walsh made the motion that the Commission approve all the listed 2017 applicants for Sanctioning **Renewals** as submitted and to Table till the First Quarter next year the 2 **New** Sanctioning applicants; Lions of Ohio, District OH4 and Western Reserve Junior Service League.

Seconded by Jeanne Kaston  
Roll call vote: Ayes unanimous

Motion passes 4/0

**PUBLIC PORTION:** None; opened 7:39, closed 7:39

**ADJOURNMENT**

Meeting adjourned at 7:40 pm by Joseph Jarmuszkiewicz, Vice-Chairman

  
Clerk

  
Chairman

Date approved: 12-7-2016

11/7/16 TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.